



Illinois Department of Revenue

Office of Local Government Services
Sales Tax Exemption Section, 3-520
101 W. Jefferson Street
Springfield, IL 62702
217 782-8881

January 2, 2015

CITY OF ST CHARLES
DIRECTOR OF FINANCE
TWO EAST MAIN ST
ST CHARLES IL 60174

Effective January 1, 2015, we have renewed your governmental exemption from payment of the Retailers' Occupation Tax, the Service Occupation Tax (both state and local), the Use Tax, and the Service Use Tax, as required by Illinois law.

We have issued the following new tax exemption identification number:

E9996-0680-07
to
CITY OF ST CHARLES
of
ST CHARLES, IL

The terms and conditions governing use of your exemption number remain unchanged.

Office of Local Government Services
Illinois Department of Revenue


Issued To: _____

Company: _____

Date Issued: _____

Project: _____

Dates Valid: _____


Christopher A. Minick, Director of Finance

STS-70 (R-2/98)
#4492-3524
STS-70 (R-2/98)
IL 492-3524
10-0001417



City of St. Charles Certificate of Insurance Requirements

Contractors shall carry all insurance coverage required by law. In addition, the Contractor shall carry, at its own expense, at least the following insurance coverage with a duly licensed and registered insurance company in the State of Illinois having a minimum A.M. Best rating of A-VI:

- (a) Workers' Compensation & Occupational Diseases Insurance – Statutory amount for Illinois
- (b) General Liability Insurance:
 - 1) Bodily injury, with limits of not less than \$1,000,000 each occurrence/
\$2,000,000 aggregate;
 - 2) Property damage, with limits of not less than \$1,000,000 each occurrence/
\$2,000,000 aggregate;
 - 3) Contractual insurance – broad form, with limits of not less than \$1,000,000 each occurrence/\$2,000,000 aggregate.
- (c) Automotive Liability Insurance:
 - 1) \$1,000,000 each occurrence/
\$2,000,000 aggregate;
 - 2) Property damage, with limits of not less than \$1,000,000 each occurrence/
\$2,000,000 aggregate. Property damage insurance coverage shall include non-owned, hired, leased, or rented vehicles, as well as owned vehicles.
- (d) Umbrella liability \$5,000,000.



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- (e) Contractor's insurance policy shall name City as an additional insured on the General Liability, Automotive Liability and Excess Liability insurance policies. The insurance coverage shall be written with insurance companies acceptable to City. All insurance premiums shall be paid without cost to City. The Contractor shall furnish to City a Certificate of Insurance attesting to the respective insurance coverage for the full contract term. Contractor shall submit satisfactory proof of insurance simultaneously with the execution of the contract.
 - (f) All insurance policies shall provide that the City shall receive written notice of cancellation or reduction in coverage of any insurance policy thirty (30) days to the effective date of cancellation.

SECTION 07 22 00 - ROOF DECK AND INSULATION

PART 1 — GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including the Conditions of the Contract and Division 01 Specification Sections apply to this section.

1.2 SUMMARY

- A. Section includes roof insulation over the properly prepared deck substrate.
- B. Related Sections:
 - 1. Section 07 05 00 - Common Work Procedures for Thermal and Moisture Protection.
 - 2. Section 07 62 00 - Sheet Metal Flashing and Trim.

1.3 REFERENCES

- A. American Society for Testing and Materials (ASTM):
 - 1. ASTM A167 Standard Specification for Stainless and Heat-Resisting Chromium Nickel Steel Plate, Sheet and Strip.
 - 2. ASTM A653 Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvanized) by the Hot-Dip Process.
 - 3. ASTM B29 Standard Specification for Refined Lead.
 - 4. ASTM B32 Standard Specification for Solder Metal.
 - 5. ASTM C165 Standard Test Method for Measuring Compressive Properties of Thermal Insulation.
 - 6. ASTM C208 Standard Specification for Cellulosic Fiber Insulating Board.
 - 7. ASTM C209 Standard Test Method for Cellulosic Fiber Insulating Board.
 - 8. ASTM C272 Standard Test Method for Water Absorption of Core Materials for Structural Sandwich Constructions.
 - 9. ASTM C1396 Standard Specification for Gypsum Wallboard.
 - 10. ASTM C518 Standard Test Method for Steady-State Heat Flux Measurements and Thermal Transmission Properties by Means of the Heat Flow Meter Apparatus.
 - 11. ASTM C578 Standard Specification for Perlite Thermal Insulation Board.

12. ASTM C728 Standard Test Methods for Fire Test of Roof Coverings.
 13. ASTM C1289 Standard Specification for Faced Rigid Polyisocyanurate Thermal Insulation
 14. ASTM D5 Standard Test Method for Penetration of Bituminous Materials.
 15. ASTM D36 Standard Test Method for Softening Point of Bitumen (Ring and Ball Apparatus).
 16. ASTM D312 Standard Specification for Asphalt Used in Roofing.
 17. ASTM D412 Standard Test Methods for Vulcanized Rubber and Thermoplastic Rubbers and Thermoplastic Elastomers-Tension.
 18. ASTM D1621 Standard Test Method for Compressive Properties of Rigid Cellular Plastics.
 19. ASTM D1622 Standard Test Method for Apparent Density of Rigid Cellular Plastics.
 20. ASTM D1863 Standard Specification for Mineral Aggregate Used on Built-Up Roofs.
 21. ASTM D2126 Standard Test Method for Response of Rigid Cellular Plastics to Thermal Humid Aging.
 22. ASTM D2178 Standard Specification for Asphalt Glass Felts used in Roofing and Waterproofing.
 23. ASTM D4601 Standard Specification for Asphalt-Coated Glass Fiber Base Sheet Used in Roofing.
 24. ASTM D5147 Standard Sampling and Testing Modified Bituminous Sheet Material.
- B. Cast Iron Soil Pipe Institute, Washington, D.C. (CISPI)
- C. Factory Mutual Research (FM):
1. Roof Assembly Classifications.
- D. National Roofing Contractors Association (NRCA):
1. Roofing and Waterproofing Manual.
- E. Underwriters Laboratories, Inc. (UL):
1. Fire Hazard Classifications.
- F. Warnock Hersey (WH):

1. Fire Hazard Classifications.
- G. Sheet Metal and Air Conditioning Contractors National Association (SMACNA)
- H. Steel Deck Institute, St. Louis, Missouri (SDI)
- I. Southern Pine Inspection Bureau, Pensacola, Florida (SPIB)
- J. Insulation Board, Polyisocyanurate (FS HH-I-1972)
- K. Insulation Board, Thermal (Fiberboard) (FS LLL-1-535B)

1.4 SUBMITTALS

- A. Product Data: Provide manufacturer's specification data sheets for each product in accordance with Division 01 Section Submittal Procedures.01300.
- B. Provide approval letters from insulation manufacturer for use of their insulation within this particular roofing system type.
- C. Provide a sample of each insulation type.
- D. Shop Drawings
 1. Submit manufacturer's shop drawings indicating complete installation details of tapered insulation system, including identification of each insulation block, sequence of installation, layout, drain locations, roof slopes, thicknesses, crickets and saddles.
 2. Shop drawing shall include: Outline of roof, location of drains, complete board layout of tapered insulation components, thickness and the average "R" value for the completed insulation system.
- E. Certification
 1. Submit roof manufacturer's certification that insulation fasteners furnished are acceptable to roof manufacturer.
 2. Submit roof manufacturer's certification that insulation furnished is acceptable to roofing manufacturer as a component of roofing system and is eligible for roof manufacturer's system warranty.

1.5 QUALITY ASSURANCE

- A. Fire Classification, ASTM E-108.
- B. Manufacturer's Certificate: Certify that roof system furnished is approved by Factory Mutual, Underwriters Laboratories, Warnock Hersey or approved third party testing facility in accordance with ASTM E108, Class A for external fire and meets local or nationally recognized building codes.

- C. Manufacturer's Certificate: Certify that the roof system is adhered properly to meet or exceed the requirements of FM 1-90.
- D. Pre-installation Meeting: Refer to Division 07 roofing specifications for pre-installation meeting requirements.

1.6 DELIVERY, STORAGE AND HANDLING

- A. Deliver products to site with seals and labels intact, in manufacturer's original containers, dry and undamaged.
- B. Store all insulation materials in a manner to protect them from the wind, sun and moisture damage prior to and during installation. Any insulation that has been exposed to any moisture shall be removed from the project site.
- C. Keep materials enclosed in a watertight, ventilated enclosure (i.e. tarpaulins).
- D. Store materials off the ground. Any warped, broken or wet insulation boards shall be removed from the site.

PART 2 — PRODUCTS

2.1 PRODUCTS, GENERAL

- A. Refer to Division 01 Section "Common Product Requirements."
- B. Basis of Design: Materials, manufacturer's product designations, and/or manufacturer's names specified herein shall be regarded as the minimum standard of quality required for work of this Section. Comply with all manufacturer and contractor/fabricator quality and performance criteria specified in Part 1.
- C. Substitutions: Products proposed as equal to the products specified in this Section shall be submitted in accordance with Bidding Requirements and Division 01 provisions.
 - 1. Proposals shall be accompanied by a copy of the manufacturer's standard specification section. That specification section shall be signed and sealed by a professional engineer licensed in the state in which the installation is to take place. Substitution requests containing specifications without licensed engineer certification shall be rejected for non-conformance.
 - 2. Include a list of three (3) projects of similar type and extent, located within a one hundred mile radius from the location of the project. In addition, the three projects must be at least five (5) years old and be available for inspection by the Architect, Owner or Owner's Representative.
 - 3. Equivalency of performance criteria, warranty terms, submittal procedures, and contractual terms will constitute the basis of acceptance.
 - 4. The Owner's decision regarding substitutions will be considered final. Unauthorized substitutions will be rejected.

2.2 INSULATION MATERIALS

A. Thermal Insulation Properties and Approved Insulation Boards.

1. Rigid Polyisocyanurate Roof Insulation; ASTM C1289:

- a. Qualities: Rigid, closed cell polyisocyanurate foam core bonded to heavy duty glass fiber mat facers.
- b. Thickness: Minimum 1.0".
- c. R-Value: Minimum 5.25
- d. Compliances: UL, WH or FM listed under Roofing Systems

Federal Specification HH-I-1972, Class 1.

e. Acceptable Products:

- 1) ENRGY-3; Johns Manville
- 2) Hytherm; Dow
- 3) GAFTEMP Isotherm R; GAF
- 4) Approved Equivalent

1. Tapered Polyisocyanurate Roof Insulation; ASTM C1289:

- a. Qualities: Factory Tapered, closed cell polyisocyanurate foam core bonded to heavy duty glass fiber mat facers.
- b. Thickness: Minimum .5"
- c. Average R-Value: Minimum 25
- d. Tapered Slope: 1/4:12"
- e. Compliances: UL, WH or FM listed under Roofing Systems Federal Specification HH-I-1972, Class 1

f. Acceptable Products:

- 1) ENRG'Y-2; Johns Manville
- 2) Ultra Gard Gold; Johns Manville
- 3) GAFTEMP Isotherm R; GAF
- 4) Approved Equivalent

1. High Density Fiberboard Roof Insulation; ASTM C208

- a. Qualities: Rigid, composed of interlocking fibers factory blended treated with asphalt on the top side.
- b. Board Size: [Four feet by four feet (4' x 4')]
- c. Thickness: Minimum []
- d. Compliances: UL, WH, FM listed under Roofing Systems.Federal Specification LLL-I-535-B.
- e. Acceptable Manufacturers:
 - 1) Celotex
 - 2) Temple Inland
 - 3) GAF Building Materials Corporation
 - 4) Approved Equivalent

1. Dens-Deck Prime Roof Board

- a. Qualities: Nonstructural glass mat faced, noncombustible, water-resistant treated gypsum core panel.
- b. Board Size: Four feet by four feet (4'x4').
- c. Thickness: One quarter ($\frac{1}{4}$) inch.
- c. Thickness: One half ($\frac{1}{2}$) inch.
- c. Thickness: Five eighths (5/8) inch.
- d. R-Value: .28
- d. R-Value: .56
- d. R-Value: .67
- e. Compliances: UL, WH or FM listed under Roofing Systems.
- f. Manufacturer: G-P Gypsum Corporation

1. Securock Roof Board

- a. Qualities: Nonstructural, noncombustible, homogenous composition panel.
- b. Board Size: Four by eight feet (4'x8').
- c. Thickness: One quarter ($\frac{1}{4}$) inch.

- c. Thickness: One half (½) inch.
- c. Thickness: Five eighths (5/8) inch.
- d. R-Value: .2
- d. R-Value: .5
- d. R-Value: .6
- e. Compliances: UL, WH or FM listed under Roofing Systems.
- f. Manufacturer: USG

2.3 RELATED MATERIALS

- A. Fiber Cant and Tapered Edge Strips: Performed rigid insulation units of sizes/shapes indicated, matching insulation board or of perlite or organic fiberboard, as per the approved manufacturer.
 - 1. Acceptable Manufacturers:
 - a. The Garland Company, Inc.
 - b. Celotex
 - c. Johns Manville
 - d. GAF
 - e. Approved Equivalent
- B. Protection Board: Premolded semi-rigid asphalt composition board one half (½) inch.
- C. Roof Board Joint Tape: Six (6) inches wide glass fiber mat with adhesive compatible with insulation board facers.
- D. Asphalt: ASTM D312, Type III Steep Asphalt.
- E. Roof Deck Insulation Adhesive: Single component, low rise foam adhesive as recommended by insulation manufacturer and approved by FM indicated ratings.
 - 1. Tensile Strength (ASTM D412).....250 psi
 - 2. Density (ASTM D1875).....8.5 lbs./gal.
 - 3. Viscosity (ASTM D2556).....8,000 to 32,000 cP.
 - 4. 2 `Peel Strength (ASTM D903).....17 lb/in.
 - 5. 3 `Flexibility (ASTM D816).....Pass @ -70°F

- E. Roof Deck Insulation Adhesive: Two component, foam adhesive as recommended by insulation manufacturer and approved by FM indicated ratings.
 - 1. Tensile Strength (ASTM D412).....250 psi
 - 2. Density (ASTM D1875).....8.5 lbs./gal.
 - 3. Viscosity (ASTM D2556).....16,000 to 24,000 cP.
 - 4. 2` Peel Strength (ASTM D903).....17 lb/in.
 - 5. 3` Flexibility (ASTM D816).....Pass @ -70°F
- F. Fasteners: Corrosion resistant screw fastener as recommended by roof membrane manufacturer.
 - 1. Factory Mutual Tested and Approved with three (3) inches coated disc for 1-90 rating, length required to penetrate metal deck one inch.

PART 3 — EXECUTION

3.1 EXECUTION, GENERAL

- A. Comply with requirements of Division 01 Section "Common Execution Requirements."

3.2 INSPECTION OF SURFACES

- A. Roofing contractor shall be responsible for preparing an adequate substrate to receive insulation.
 - 1. Verify that work which penetrates roof deck has been completed.
 - 2. Verify that wood nailers are properly and securely installed.
 - 3. Examine surfaces for defects, rough spots, ridges, depressions, foreign material, moisture, and unevenness.
 - 4. Do not proceed until defects are corrected.
 - 5. Do not apply insulation until substrate is sufficiently dry.
 - 6. Broom clean substrate immediately prior to application.
 - 7. Use additional insulation to fill depressions and low spots that would otherwise cause ponding water.
 - 8. Verify that temporary roof has been completed.

3.3 INSTALLATION

- A. Attachment with Mechanical Fasteners.

1. Approved insulation board shall be fully attached to the deck with an approved mechanical fastening system. As a minimum, the amount of fasteners shall be in accordance with manufacturer's recommendation for FM 1-90 system. Otherwise, a minimum of one fastener per two square feet shall be installed.
2. Filler pieces of insulation require at least two fasteners per piece if size of insulation is less than four square feet.
3. Spacing pattern of fasteners shall be as per manufacturer's recommendations to meet the FM requirements. Placement of any fastener from edge of insulation board shall be a minimum of three inches, and a maximum of six (6) inches.
4. Minimum penetration into deck shall be as recommended by the fastener manufacturer. There is a one (1) inch minimum for metal, wood and structural concrete decks where not specified by the manufacturer. For gypsum and cement-wood fiber decks, penetration shall be determined from pull-out test results with a minimum penetration of one and one-half (1 ½) inches.
5. Gypsum and cementitious wood fiber decks: Where the roof deck is visible from the building interior, the contractor shall ensure no penetration of fasteners through underside of the deck. Any holes or spalling caused by fastener installation shall be repaired by the roofing contractor. Where the new roof system thickness exceeds an amount so that a minimum of 1 ½ of penetration cannot be achieved with an Olympic NTB Fastener, or approved equivalent, then (and only then) toggle bolts may be used to secure installation to the deck.

A. Attachment with Insulation Adhesive Approved by Factory Mutual (FM).

1. Ensure all surfaces are clean, dry, free of dirt, debris, oils, loose ore embedded gravel, unadhered coatings, deteriorated membrane and other contaminants that may inhibit adhesion.
2. Apply insulation adhesive directly to the substrate using a ribbon pattern with one half (½) inch wide beads, using either the pail or an automatic applicator, at a rate of one (1) gallon per one hundred (150) square feet.
3. Immediately place insulation boards into wet adhesive. Do not slide boards into place. Do not allow the adhesive to skin over before installing insulation boards.
4. Briefly step each board into place to ensure contact with the adhesive. Substrates with irregular surfaces may prevent the insulation board from making positive contact with the adhesive. Relief cuts or temporary weights may be required to ensure proper contact.
5. All boards shall be cut and fitted where the roof deck intersects a vertical surface. The boards shall be cut to fit a minimum of one quarter (¼) inch away from the vertical surface.

3.4 CLEANING

- A. Remove debris and cartons from roof deck. Leave insulation clean and dry, ready to receive roofing membrane.

3.5 CONSTRUCTION WASTE MANAGEMENT

- A. Remove and properly dispose of waste products generated during installation. Comply with requirements of authorities having jurisdiction

END OF SECTION